

# Department of Agriculture, Forestry and Fisheries

## National Veterinary Services

Notice No. VPN/39/2011-01

**TO: STATE VETERINARY OFFICERS**

SUBJECT: Standards for the registration of a veterinary approved pig compartment.

The objective for approving such a facility is to establish a biosecure facility to reduce the risk of entry of exotic diseases affecting pigs into these compartments.

<b>PART I</b>	<b>Definitions</b>
<b>PART II</b>	<b>Procedures for registration of a veterinary approved pig compartment</b>
<b>PART III</b>	<b>Minimum standards for a veterinary approved pig compartment</b>
<b>ANNEX A</b>	<b>Application for official registration of a veterinary approved pig compartment.</b>
<b>ANNEX B</b>	<b>Inspection report of a veterinary approved pig compartment</b>
<b>ANNEX C</b>	<b>Guidelines for Site and detailed plans</b>
<b>ANNEX D</b>	<b>Checklist of documents to accompany Application</b>

Effective as of 1 April 2011

(Replaces CSF Compartment Update 6, CSF Compartment Procedures and ASF control document)

  
Dr. Mpho Maja  
Director: Animal Health.

Date. 2011 -03- 2 8

# **PART I**

## **DEFINITIONS**

### **FOR THE PURPOSES OF THIS STANDARD DOCUMENT**

<i>National Veterinary Services</i>	<i>Includes Animal Health and Veterinary Public health directorates</i>
<i>Applicant</i>	<i>A person / business applying to have a pig farm/enterprise approved as a pig compartment</i>
<i>Pig Compartment</i>	<i>A pig compartment is a physically defined establishment/site surrounded by a physical barrier (fence) where a pig population is contained under a biosecurity management system with a distinct health status with respect to specific diseases for which required surveillance, control and biosecurity measures have been applied.</i>

## PART II

# PROCEDURES FOR REGISTRATION OF A VETERINARY APPROVED PIG COMPARTMENT

### 1. REGISTRATION OF A VETERINARY APPROVED PIG COMPARTMENT

The applicant must apply in writing to the Provincial Veterinary Authority, using Annex A of this document, if he/she wishes to register a veterinary approved pig compartment.

The documents listed below must be presented to the Provincial Director Veterinary Services on application for registration:

**1.1 Application form (Annex A) - completed and signed by the applicant and the official veterinarian responsible for supervision and certification at the facility, as well as the private consulting veterinarian.**

**1.2 Site plan – The purpose of the site plan is to assess whether the site is suitable for compartmentalisation. This plan must indicate the location of the compartment and surrounding structures and the neighbouring activities. (See explanation in Part III Paragraph 1.5 of this VPN) Refer Annex C**

**1.3 Detailed plan – The detailed plan must include the pig houses of the compartment, the access points, showers, offices, loading ramps, mortality disposal facilities, manure handling facilities and quarantine facilities. Refer Annex C**

NB: The site plan and detailed plan(s) must be endorsed by the inspecting veterinary official to confirm the existence of structures.

**1.4 Inspection Report (Annex B) - completed by the veterinary authority following inspection of the facility.**

### 2. INSPECTION TO APPROVE A VETERINARY APPROVED PIG COMPARTMENT

An authorised official veterinarian will inspect the Pig Compartment.

**2.1 The owner of the Pig Compartment and the official veterinarian will agree upon a suitable date for the inspection. The official veterinarian will inform the owner of the Pig Compartment of the conditions under which the inspection will be carried out.**

**2.2 The basis for approval will be the requirements as described in this document.**

**2.3 The official veterinarian will be responsible for the following actions/procedures:**

- a) Acquaint himself/herself with the minimum requirements for a veterinary approved Pig Compartment.

- b) Provide a new applicant with an application form that corresponds in form and content to the model in Annex A.
- c) Inspect the Pig Compartment and complete Annex B with appropriate comments, upon receipt of the properly completed application form.
- d) If the facility does not comply with the requirements in Part III of this VPN, the veterinary official must provide the owner of a facility with a detailed report with the reasons why a facility cannot be approved. The report must correspond in form and content to the model in Annex B.
- e) Arrange for another inspection when the owner indicates that all the deficiencies have been rectified.
- f) Approval will only be considered if an inspection and supervision service by the veterinary official is possible at the facility.
- g) Keep the original application document on file.
- h) Submit a copy of the application and all supporting documents to the National Directorate Animal Health, Department of Agriculture, Forestry and Fisheries. The fax number is 012 329 6892.
- i) Receive the original registration certificate, keep a copy thereof on file and give the original certificate to the applicant.

### **3. ANNUAL RE-REGISTRATION**

***3.1 Registration is only valid for one year, where after the facility must be re-registered. Re-registration is also necessary where there has been a change in ownership and management or physical address of the facility.***

***3.2 For re-registration purposes, the facility must be inspected, and Annex A and Annex B submitted. Copies of site plans need not be submitted annually, unless there are structural changes that have taken place.***

***3.3 Facilities will only be re-registered once the application for re-registration has been received, evaluated and approved by the National Director Animal Health.***

***3.4 Owners of approved facilities must contact the relevant state veterinarian to arrange for annual re-inspection at least 3 months before expiry of the current registration.***

### **4. LISTING OF A VETERINARY APPROVED PIG COMPARTMENT**

***4.1 All veterinary approved Pig Compartments must be listed in an official "List of Approved Veterinary Facilities" to be compiled and regularly up-dated by the Veterinary Authority. An updated list of all approved facilities will be kept by the National Veterinary Services.***

***4.2 The list must contain the following information for each veterinary approved Pig Compartment:***

- a. Registration / ZA number
- b. Name of owner
- c. Registered name of veterinary approved Pig Compartment
- d. Postal address
- e. Telephone number
- f. Fax number
- g. Province
- h. District/municipality
- i. GPS co-ordinates
- j. Physical address of facility

**4.3 *The list will only be made available upon request to interested parties or persons.***

**4.4 *Following registration or re-registration of a facility, the National Director Animal Health will issue a certificate of registration, which will be valid for a maximum of 12 months. The original certificate will be sent to the official veterinarian who submitted the application. The official veterinarian must supply the original to the applicant and keep a copy of the certificate on file. A copy of the certificate will also be kept on file at the National Directorate Animal Health.***

## **5. DE-REGISTRATION**

**5.1 *Applications for re-registration must reach the office of the National Director Animal Health, Department of Agriculture, Forestry and Fisheries before the date of expiry of the registration certificate. Failing this, the facility will be de-registered.***

**5.2 *The approval of the facility can be withdrawn at any time without warning, at the discretion of the National Directorate Animal Health, if any shortcomings are detected.***

## PART III

# MINIMUM STANDARDS FOR A VETERINARY APPROVED PIG COMPARTMENT

### 1. ACCESS CONTROL

#### 1.1 Fencing

The unit must be fully and effectively fenced and access control applied. The fence should be constructed to prevent entry of people, animals, domestic pigs and particularly feral pigs.

- A 1.8 m high fence must be erected in such a manner as to prevent access by people and animals; in addition the bottom 60 cm must be a diamond mesh which is anchored into the ground to a depth of 150mm with a concrete base or similar to prevent wild animals, domestic animals and feral pigs burrowing under the fence.
- The diamond mesh fence must have a maximum of 100mmx100mm openings.
- All pigs must be confined within pig-proof pens, camps and /or buildings which will prevent them getting to the perimeter fence.
- There should be a distance of at least 1,5m between the perimeter fence and the pig pens, camps or buildings.
- Should a pen /house wall make up part of the perimeter fence, it may have no windows or openings to the outside or within 1,5m of the perimeter fence.
- Integrity of the fence must be checked and maintained on a continuous basis.
- Gates must be locked at all times that they are not manned.

#### 1.2 Signage

Clear signs indicating access control as well as that the unit is a restricted area and "Biosecure unit" must be displayed at all potential access points. Visitors only permitted on express permission of the management of the unit.

#### 1.3 Personnel and Visitors:

No person who is not authorised by management is allowed entry into the unit.

- Register:  
A register indicating date and time of visit, name of visitor, purpose of visit, designation, date and place of most recent contact with pigs, contact details and a signature. Authorization for visitors must also be included in the register. Workers and management MUST also sign a register upon entry.
- Declaration:  
All employees and visitors must sign a declaration that they have not been in contact with pigs (except pigs in the unit or within the same pig flow or other approved compartments) in the past 24 hours. Workers should sign an additional declaration that they do not own pigs at home.
- Showering facilities:  
Showering facilities must be provided on the perimeter of the compartment. On entry all personnel and visitors will be required to shower and to be provided with clean protective clothing and a pair of gum boots. These items must be left in the changing rooms upon exiting. The changing & showering facilities must be so arranged to prevent contamination of compartment's protective clothing from visitors /employees "street /civilian" clothing.

- Food:  
No food is allowed in to any pig buildings.  
Personnel may only bring food into and consume food within an area specifically reserved for dining.

#### **1.4 Vehicle Access:**

No vehicles, other than farm dedicated vehicles, are permitted within the perimeter fence unless properly decontaminated (i.e. thoroughly washed followed by disinfection with a registered virucidal product). Washing and disinfection of the load-carrying area of trucks is vital. Vehicles coming from an abattoir after pig deliveries must have been certified disinfected at the abattoir.

**Washing and disinfection bay must be isolated from the unit in such a way that waste water and other material from the washing bay must not flow through the compartment.**

Records of disinfection and registered products used must be kept for 6 months.

#### **1.5 Animal Access**

- Introduction of new stock  
Should pigs coming into the unit be sourced from a SPF unit or a veterinary approved pig compartment or an import quarantine station; they may be introduced directly into the unit; Pigs from other farms must be put into an isolation facility that is properly separated from the pigs within the compartment and tested negative for the diseases required for a compartment prior to introduction.  
All records of such introduction must be kept in a register and provided if required by an authorised inspector.
- Pig movements  
Records of all movement of pigs onto and off the farm will be maintained in a register which indicates the source or destination in each case.
- Pets  
No pets may be allowed onto the unit.
- Artificial insemination  
Pig semen not processed on the farm must be sourced from an approved compartment or the AI station must be in possession of a certificate attesting to regular monitoring of the donor boars and freedom of the facility from infection with diseases required for a Compartment.  
Imported frozen semen may be used as long as donor boars are free of diseases required for a Compartment.

#### **1.6 Animal Identification**

All pigs on the farm need to be tattooed in accordance with the Animal Identification Act.

## **2. INTERNAL BIOSECURITY**

### **2.1 Animal Health plan**

A health plan drawn up and signed by a consulting veterinarian must be adhered to and available for inspection.

## **2.2 Ablution facilities**

Appropriate numbers of hygienic toilets and hand- basins and towels, will be provided for all personnel and visitors in the security area. Sufficient number of toilets must also be provided for workers working outside the bio-secure unit.

## **2.3 Employees health plan**

An employee health plan is strongly recommended which will address possible zoonotic disease risks.

## **3. PEST CONTROL**

A Pest control plan/protocol must be in place.

## **4. FEEDS AND FEED QUALITY**

### **4.1 Swill**

The feeding of swill (dead poultry, poultry offal and animal offal included) in a pig compartment will not be allowed.

### **4.2 Water**

Clean potable water must be provided. Biannual testing for micro-organisms is advised

## **5. HOUSING**

### **5.1 Farm plan**

A site plan must be submitted with application. It must indicate all the buildings within the compartment and their purpose, the mortality pits, loading ramps and manure handling facilities.

## **6. CARE AND MANAGEMENT**

Daily inspection of animals must be done.

### **6.1 Clinical records**

Records / Registers of all births and deaths must be available.

Reconciliations on a monthly basis of animals in the compartment must be done and available for inspection.

A register of all animals becoming ill, whether treated or not, must be kept.

A register of all medicines used in a compartment must be kept and reconciled monthly.

Register of all treatments of pigs within 30 days of marketing and all breeding animals due for culling is advised.

### **6.2 Euthanasia**

A SOP, trained personnel and equipment for humane euthanasia are advised but not mandatory.

### **6.3 Emergency slaughter**

It is advised that a designated abattoir be identified for emergency slaughter and that no systemically ill pigs be sent for slaughter.

### **6.4 Broken needles**

It is strongly advised that measures be put in place to identify pigs with a suspected needle in muscle /tissue and that this is communicated to the abattoir concerned.



## 6.5 Serologic testing

Done on the prescribed number of animals at prescribed intervals as per information and schedule given below.

a) Approved laboratories

Onderstepoort Veterinary Institute  
Stellenbosch Veterinary Laboratory  
Allerton Veterinary Laboratory

b) Initial testing

Results of the initial tests to be sent to the State Veterinarian who must forward them with request for approval to Import Export Policy Unit, Directorate Animal Health.

c) Diseases, tests and sample size

Porcine Respiratory and Reproductive Disease (PRRS)  
Classical Swine Fever (CSF)  
Foot and Mouth Disease (FMD)

Aujeszky's Disease (Optional)  
Transmissible Gastro-enteritis / PRCV (Optional)  
Swine Influenza (Optional)  
Swine Vesicular Disease (Optional)

African Swine Fever (for farms located in the ASF controlled areas)

Minimum sample size:

Size of the epidemiological unit	Number of pigs to be sampled
≤ 10	7
≤ 20	9
≤ 200	10
≥ 200	11

d) Which pigs are to be bled

Representative samples of the population of pigs on the farm need to be taken. This entails that if there are different groups of pigs on the one site, all groups need to be represented by these samples (i.e. breeding animals as well as grower animals).

The bleeding can be done by:

- The consulting veterinarian
- The state veterinarian or
- The owner, under the direct supervision of the state veterinarian.

e) Multiple sites owned by the same owner:

Should a pig farming system consist of multiple sites, on the same farm (i.e. all the farms, on which there are compartments, adjoin each other) AND there is a single one way flow of pigs from one compartment to the next (e.g. Breeding site to a weaner site and then to a grower site) AND all the sites are owned by the same owner; then they may be considered as one epidemiologic unit.

A minimum of 5 samples per site must be taken.

f) Testing interval

A maximum interval of six months between sampling dates.

Copies of the results must be sent to the Provincial State Veterinarian who must forward copies to the Directorate Animal Health.

However, should mortalities above normal rate determined by the Compartment's approved veterinarian occur, serologic tests will be conducted immediately for diseases indicated in paragraph 6.2(c).

The testing frequency may be increased by the National Director Animal Health if deemed necessary.

## **7. SANITARY AND HYGIENE REQUIREMENTS**

### **7.1 *House procedures***

A washing, disinfection SOP is recommended

### **7.2 *Disinfectant records***

A Register of all substances used is recommended

### **7.3 *Disinfectants***

The use of registered products only and that these products are securely stored is recommended.

### **7.4 *Medical Waste disposal***

It is recommended that all containers, needles, syringes and other bio-hazardous materials be disposed of in an appropriate manner.

### **7.5 *Post mortems***

All deaths in the compartment and suspected cause of death should be recorded. Any abnormal deaths must be investigated by the Compartment's veterinarian. Records must be kept and made available for inspection.

### **7.6 *Dead animals***

Appropriate disposal of dead animals must be done according to veterinary advice

## **8. MEDICATION AND VACCINES**

### **8.1 *Drug Store room***

A register of all products used indicating purchases, number of units used, and inventory balance must be maintained. The register must be reconciled monthly.

The Store room must be locked and limited access allowed to ensure proper control.

### **8.2 *Drugs issued***

Reconciliation which is supported by a proper paper trail, including treatment sheets, is recommended.

### **8.3 *Withdrawal periods***

It is recommended that a list of products used with their withdrawal times be maintained and given to appropriate persons on the unit.

#### **8.4 Injections**

A SOP of how injections are to be done, injection sites and number of animals per needle, hygiene of needles and syringes is recommended.

#### **9. EFFLUENT**

The effluent systems must be designed and managed to ensure that pollution of natural water sources does not take place.

#### **10. TRANSPORT**

##### **10.1 Loading**

Properly designed loading ramps are advised to minimize injuries to pigs during the loading process.

##### **10.2 Vehicle**

It is recommended that the stocking density on the vehicle comply with the SAPPO Welfare standard.

##### **10.3 Vehicle hygiene**

All vehicles must be decontaminated to ensure that no pathogens are brought into the compartment from any other farm, feed mill or supplier.

Vehicles transporting pigs must be properly decontaminated at abattoirs and disinfected again on farm at a designated site. (See 1.4 above)

## ANNEX A

(Logo of Controlling Authority)

### APPLICATION FOR APPROVAL AS A VETERINARY APPROVED PIG COMPARTMENT FREE FROM SPECIFIC DISEASES

Provincial  
Reference no

#### A. GENERAL INFORMATION ON THE PIGGERY

DATE OF INSPECTION		
TYPE OF INSPECTION	INITIAL APPLICATION / ANNUAL RE-CERTIFICATION (DELETE NOT APPLICABLE OPTION)	
NAME OF OWNER: COMPANY/PERSON TELEPHONE NUMBER FAX NUMBER		
TRADING NAME		
PHYSICAL ADDRESS		
POSTAL ADDRESS		
POSTAL CODE		
TOWN		
DISTRICT / MUNICIPALITY		
PROVINCE		
NAME OF PIG SITE		
TYPE OF PIG OPERATION	BREEDING TO FINISH	
	BREEDING ONLY	
	WEANERS ONLY	
	FINISHERS ONLY	
	BREEDING & WEANERS	
	WEANERS & FINISHERS	
	Other: -	
GPS COORDINATES	S: ° , " E: ° , "	
REGISTRATION / ZA NUMBER		
NAME OF CONTACT PERSON		
DESIGNATION OF CONTACT PERSON		
E-MAIL ADDRESS OF CONTACT		
NAME OF AUTHORISED VETERINARIAN RESPONSIBLE FOR VETERINARY INSPECTIONS AND REGISTRATION		
NAMES OF AUTHORISED CONSULTING VETERINARIAN RESPONSIBLE FOR INSPECTING THE HOLDING ON A REGULAR BASIS		

#### B. DECLARATION BY OWNER/MANAGER OF THE FACILITY

I, \_\_\_\_\_, the owner/manager of the establishment mentioned above, hereby agree to comply with all the requirements set by the Department of Agriculture, Forestry and Fisheries for the approval of this establishment and I agree to co-operate with the veterinary officials in this regard.

I understand that the approval of the facility can be withdrawn at any time if any shortcomings are detected.

I am aware that the facility must be re-approved on an annual basis and that the onus for the application for re-approval rests with the owner of the facility.

Signed at (place) \_\_\_\_\_ on (date) \_\_\_\_\_

\_\_\_\_\_  
Signature of owner/manager

Contact number: \_\_\_\_\_

**C: DECLARATION BY STATE VETERINARIAN OF THE AREA**

I, \_\_\_\_\_ (Name)

of \_\_\_\_\_ (Department)

hereby certify that the necessary veterinary control will be provided in the district/municipality where the above described piggery is located.

A comprehensive inspection report (Annex B) is attached to this application and if this is a new registration, all supporting documents are provided.

The suggested date of re-registration is \_\_\_\_\_.

(If this date is not the same as the expiry date of the current registration, please supply supporting reasons)

\_\_\_\_\_

Name: \_\_\_\_\_

\_\_\_\_\_  
Official Signature

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Fax No: \_\_\_\_\_

Official stamp

Email address: \_\_\_\_\_

**D: DECLARATION BY CONSULTING VETERINARIAN AT THE PIGGERY**

I, the consulting veterinarian visiting the piggery hereby agree to be responsible for inspecting the facility mentioned in the preceding pages on a regular basis and reporting any deviation from the compartment standards in Part II to the State Veterinarian detailed in A & C above.

Name: \_\_\_\_\_

\_\_\_\_\_  
Signature

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fax No: \_\_\_\_\_

Email address: \_\_\_\_\_

# ANNEX B

## INSPECTION REPORT FOR A VETERINARY APPROVED PIG COMPARTMENT

### 1. ACCESS CONTROL

#### 1.1 Fencing

Describe the fence

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#### 1.2 Signage

Are there clear signs at all access points:

YES / NO

#### 1.3 Personnel & Visitors:

Is there an S.O.P. for visitor access

YES / NO

Is there an S.O.P. for personnel access

YES / NO

Is there a register in place

YES / NO

Is there a declaration that is signed re: contact with pigs

YES / NO

Describe how declaration is done:

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INCLUDE A COPY OF THE SOP & MOST RECENT REGISTERS

Describe the showering facilities:

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Where do employees to take meals: \_\_\_\_\_

Describe the canteen if one is provided:

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**1.4 Vehicle Access:**

Is there an S.O.P. for vehicles entering the compartment YES / NO

Are vehicles that enter the compartment decontaminated YES / NO

Are registered virucidal products used YES / NO

Which products are used:

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Is there a register of virucidal products used YES / NO

Is the water from the wash bays directed away from the pigs YES / NO

INCLUDE A COPY OF THE SOP & MOST RECENT REGISTERS

**1.5 Animal Access**

Is new stock brought in from an approved facility YES / NO

Name the farms of origin and what types of animals are bought:

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Is there a register of animal movements onto & out YES / NO

Were there any domestic animals other than pigs on the unit YES / NO

Is semen brought in from an approved facility YES / NO

Name the farms of origin

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**1.6 Animal Identification**

Are all the animals tattooed with a registered mark YES / NO

What is the registered tattoo brand:

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What age are the pigs when tattooed:

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**2. INTERNAL BIOSECURITY**

**2.1 Animal Health plan**

Is there a health plan drawn up and signed by a consulting veterinarian YES / NO  
Attach a copy:

**2.2 Ablution facilities**

Are the Ablution facilities adequate YES / NO  
Describe number of toilets, wash basins:

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**3. PEST CONTROL**

Is there a pest control SOP YES / NO  
Which products are used:

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**4. FEEDS AND FEED QUALITY**

**4.1 Swill**

Is there any evidence of feeding of swill (dead poultry, poultry offal and animal offal included) YES / NO  
If so describe:

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**4.2 Water**

Are water tests done YES / NO  
If so when was the last done, where (Laboratory name) and what is the reference number:

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**5. HOUSING**

**5.1 Farm plan**

See Annex C

**6. CARE AND MANAGEMENT**

Describe daily inspection routines:

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**6.1 Clinical records**

Is there a register of births and deaths YES / NO  
Is there a register of morbidities YES / NO



Is there a register of treatments YES / NO

Describe how and where data is captured::

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Did stock reconciliations balance in last 3 months YES / NO  
SUPPLY COPIES

### 6.5 *Serologic testing*

Initial tests

Date of collection	# samples	Lab ref No.
_____	_____	_____
_____	_____	_____
_____	_____	_____

SUPPLY COPIES

## 7. SANITARY AND HYGIENE REQUIREMENTS

### 7.1 *Dead animals*

Describe how and where mortalities are disposed of:

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Appropriate disposal of dead animals must be done according to veterinary advice

### 7.2 *Post mortems*

Are post mortems done on all post-wean deaths YES / NO

Describe post mortem facilities:

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Is there a mortality/post mortem SOP & register/s YES / NO  
SUPPLY COPIES

## 8. MEDICATION AND VACCINES

### 8.1 *Drug Store room*

Are medicines securely kept YES / NO

Describe facilities:

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-Is there a treatment register and reconciliations of medicines used YES / NO

-Was the medicines used in last 3 months registered for use in pigs or was there a prescription from the veterinarian YES / NO

Describe register:

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## 10. TRANSPORT

### 10.1 Vehicle hygiene

Are registered virucidal products used YES / NO

Which products are used:

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All vehicles must be decontaminated to ensure that no pathogens are brought into the compartment from any other farm, feed mill or supplier.

Vehicles transporting pigs must be properly decontaminated at abattoirs and disinfected again on farm at a designated site. (See 1.4 above)

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I, \_\_\_\_\_ (Name)

of \_\_\_\_\_ (Department)

hereby recommend that the above described piggery be registered or re-certified: -

Designation: \_\_\_\_\_

Official Signature

Address: \_\_\_\_\_

Fax No: \_\_\_\_\_

Official stamp

Email address: \_\_\_\_\_

## ANNEX C

### GUIDELINES FOR A SITE PLAN FOR A VETERINARY APPROVED PIG COMPARTMENT

Site plan – The purpose of the site plan is to assess whether the site is suitably isolated from other pig enterprises. This plan must indicate:

- a) the location of the facility in relation to public roads, other farm buildings/structures adjacent to the site
- b) the location in relation to neighbouring pig enterprises within a 10km radius.
- c) The scale used (1:200 or otherwise approved by provincial executive officer)
- d) The true north
- e) Situation and direction of the boundaries of the site
- f) Situation of access roads to and inside the site
- g) Structural specifications of fences and gates including the height
- h) Detail, position and construction of the sewerage systems.
- i) Detail of storm water drainage
- j) Position of Loading ramps and access control system.
- k) Position of mortality disposal facilities
- l) Position of workers canteen
- m) Position of the ablution facilities.

## ANNEX D

### CHECKLIST OF DOCUMENTS TO ACCOMPANY APPLICATION

DOCUMENT	Tick if attached	Office use only
Inspection report		
Site plan		
Copy of Farm plan (detail plan)		
Copy of Access control SOP: visitors		
Copy of Visitor register		
Copy of Access control SOP: Personnel		
Copy of Personnel register		
Copy of Access control SOP: Vehicles		
Copy of Vehicle register		
Copy of Animal purchase & disposal register		
Copy of Animal Health plan		
Copy of birth register		
Copy of morbidity register		
Copy of treatment register		
Copy of animal inventory reconciliations		
Copy of Serological tests (last 3 months)		
Copy of mortality/ post mortem register		
Copy of medicine reconciliation register		